



FOOD & NUTRITION SERVICES

November 24, 2025

Food Safety Inspection and SNP Financial Report Reminders

- Food Safety Inspections Report -

The report is available within your SNP Application and was due on **September 15**. This report **must** be completed prior to submitting the first claim. See the image below for instructions on how to access the report. For additional due dates please review the **Food and Nutrition Services Calendar**.

Food Safety Inspections

To access the Food Safety Inspections report, click Applications in the dark blue bar then Food Safety Inspections from the list of applications.

Click Modify. Once data has been entered for each building, click Save. Click Edit to return to the Food Safety Inspection, or click Finish to return to the Application Packet.

YYYY-YYYY Building Food Safety Inspections

000-000
ABC School District
Address: _____

Instructions

Food Safety Inspections in School Year (SY) YYYY-YYYY
Indicate the number of Food Safety Inspections conducted at each listed site between July 1, YYYY and June 30, YYYY. If site did not select "One" or "Three or more" is zero. If, you must also indicate when you did not meet the requirement in selecting one of the options in Item 1b. If you select "Other", enter your reason in the space provided.

BUILDING NO.	BUILDING NAME AND ADDRESS	1. Safety Inspections performed in: YYYY-YYYY for each building indicating either "Zero" or "One". Indicate reason in 1b.
0000	Elementary School	1a. Food Safety Inspectors: 1b. Reason for fewer than two inspections conducted (Select one, the most predominant reason): If Other, please describe:

Food and Nutrition Services



- SNP Financial Report -

School food authorities shall maintain a nonprofit school food service account. Revenues received by the nonprofit school food service are to be used only for the operation or improvement of such food service. Expenditures of nonprofit school food service revenues shall be in accordance with the financial management system established by the State Agency. Schools participating in the National School Lunch Programs are required to submit forms and reports to demonstrate compliance with Program requirements. When all SNP financial reports from each LEA have been submitted, reviewed and approved, the data is used to analyze Statewide participation and cost.

- The School Nutrition Program Financial Report assists in the monitoring of the Local Education Agency's (LEA) compliance with the financial management requirements as set by Federal regulation (7 CFR 210.14) for the school meals programs.
 - **The SNP financial report was due in the DESE Web Applications system November 1.**
 - Finance Reporting and additional resources for Food and Nutrition Services can be found on our **Guidance & Resources** page
 - **Financial Report Definitions**
 - **ASBR Mapping Resources**
 - **Financial Report Instructions**

- **Schools that contract with a Food Service Management Company (FSMC)-** *must* breakout the expenses in Part 1 number 3 *Expenditure for Reporting Period*. The expenditures include food, salaries, employee benefits, purchased services, equipment purchases and supplies. The LEA must request expenditure details from the FSMC to complete the financial report.
- **Adjustment to balance-** Adjustment to Balance is used if necessary to amend the closing balance. This can be done per an audit, to report funds moved from a general (non-federal) source into the nonprofit food service fund (+), to report repayment of a loan, or to recover indirect cost (-) from the account.
- **Indirect Cost Rate-** the allowable percentage of Indirect Cost that can be recovered from the nonprofit food service fund is found on number 10 of the financial report. You can review the **Indirect Cost memo** posted here along with the **Indirect Cost Guidance**
- **Excess Balance-** The Food Service Account is a “non-profit” account or fund, this means that the account is allowed to carry a three month average operating cost.

Example of calculating an excess balance:

- We calculate an excess balance by taking the closing balance (i.e. \$411,211.15) and subtracting the three month balance (i.e. \$225,968.28). This gives you the excess balance that you need to “spend down”. If the LEA receives an Excess Balance Letter- the LEA must respond with a written (on district letter head) plan on how the excess funds will be spent.
 - To bring the balance in line with program requirements, we suggest immediate consideration of one or more of the following: (1) improve the quality of food offered; (2) purchase needed movable equipment items and supplies; (3) pay expenses for food service personnel to attend workshops, conferences, or trainings; and (4) to achieve compliance with the Healthy Hunger Kids Free Act you may not arbitrarily divert funds accumulated in your food service operation; however, you may consider indirect cost recovery. (5) Paid Lunch Equity Exemption
- If your LEA has an excess balance, the Authorized Representative should receive a notification letter from Heidi Garlin. The LEA will need to submit the written response/plan for reducing the program balance and the estimated date of completion. After the excess balance is depleted, the LEA must submit detailed documentation explaining steps used to reduce expenditure with the amounts expended and all receipts if applicable.
- If spend down plans include Capital Expenditures (per 2 CFR 200.1), a Capital Expenditure Request must also be submitted and approved. **Note: The equipment threshold for the State of Missouri increased to \$5,000.**

FNS Resources and Updates

- Fall 2025 Let's Talk Trainings -

You can find our *past* Let's Talk webinars on our **Trainings page**. If they are not available yet, they will be posted soon.

- | | |
|---|-----------------|
| • Verification | - October 10th |
| • Nonprogram Food Revenue Tool and PLE Tool | - October 17th |
| • Miscellaneous Requirements | - October 24th |
| • Point of Service | - November 14th |

Save the Date for upcoming webinars:

- | | |
|--|----------------------------|
| • Avoiding Fiscal Action | - Friday, December 5th |
| • Free and Reduced Price Attachments Collection | - Wednesday, December 17th |

- Fluid Milk -

Schools experiencing issues receiving compliant skim and/or 1% milk from distributors - Within current regulation, state agencies may allow schools experiencing milk supply shortages to serve meals during an emergency period with an alternate form of fluid milk or without fluid milk:

- **eCFR :: 7 CFR 226.20 -- Requirements for meals**
- **eCFR :: 7 CFR Part 210 -- National School Lunch Program**

- [Unavailability of Fluid Milk - Nutrition Requirements for Fluid Milk and Substitutions in the CACFP, Questions and Answers | Food and Nutrition Service](#)

- Updates to School Nutrition Standards -

The [updates](#) to school nutrition standards will provide children with less sugars and sodium, which are too high in the American diet, and continue to provide nutritious foods including fruits, veggies, and whole grains. [Learn more](#).

- FY 2025 Equipment Assistance Grant Update -

The FY 2025 Equipment Grant allocations and information have not been announced yet. Once it is announced and our application is approved by USDA, the application will remain open for a minimum of 3 weeks and we will also send out an email, post on the web and in an upcoming newsletter when it is available.

Important School Nutrition Requirements & Reminders

- Verification Information -

Provided is a link to the [Verification information and procedures](#) for the 2025-26 school year. **The Verification process should have been completed by November 17th.** *(Since the 15th fell on a Saturday the following business day, Monday the 17th was used.)* **As a reminder, the verification report is due December 15th.**

Additional Verification Resources:

- [Verification Step-by-step Summary](#)
- [USDA Verification Toolkit](#)
- Verification Procedures - Let's Talk Webinar October 2025
 - [Recording](#)
 - [Presentation Slides](#)

- Free and Reduced Price Attachments Collection -

DESE Food and Nutrition Services will be offering a **Let's Talk Training** regarding this upcoming mandatory process. We hope you can join us!



Save the Date - **Wednesday, December 17th**



A link to join the training will be sent out the day prior



The session will also be recorded for those unable to attend live

- Technical Assistance (TA) Visits -

New Monitoring Process - Child Nutrition Program Integrity Rule

- SY 25-26 - TA visits to be conducted for schools identified as high risk during 24-25 Administrative Review (AR)
 - 10% + Certification and Benefit Issuance Errors
 - Verification Not Completed
 - Meal Counting Errors - Recalculation
 - Claiming Errors - Systemic
 - Missing Meal Components
 - Missing Production Records
 - Unallowable Costs

- Food Service Management Renewals -

Food Service Management Company (FSMC) Request for Proposals (RFPs) have been updated. You must use our template to ensure all the regulatory information is included in the contract. There is a list of LEA's that are at the end of their 5 year cycle and the meal equivalent factor for the 25-26 school year is on our website at [Food Service Management | Missouri Department of Elementary and Secondary Education](#). If you are in the last year of your 5 year cycle or wish to go out for bid for a FSMC, please contact [Kyle Heislen](#).

- Missouri HealthNet Form - Attachment M -

The number of families indicating the absence of healthcare insurance and the number of forms provided to the family is to be reported to our FNS office on the MO HEALTHNET FOR KIDS DATA COLLECTION form (Attachment M) and is due **November 30th**. The

Attachment M form can be found on our website along with all other **Free and Reduced Price Information and Attachments**. If information is updated after the initial due date, **submit a revised form**. If you have already submitted a form for this SY and do not need to send a revision, **it has been received**.



- Fresh Fruit and Vegetable Program -

If you have not started using your 2025-26 School Year FFVP snack funding, please start giving your students snacks and submitting claims as soon as possible!

2025 Turnip the Beet Awards & Informational Webinar

USDA's Food and Nutrition Service is pleased to share the **2025 Turnip the Beet Nomination Packet**. The Turnip the Beet Awards recognize outstanding Summer Food Service Program and Seamless Summer Option sponsors across the nation who work hard to offer children high-quality meals that are appetizing, appealing, and nutritious during the summer months. This supports Agriculture Secretary Rollins' commitment to encouraging healthy choices, healthy outcomes, and healthy families.

Please consider sharing the opportunity to apply for a Turnip the Beet Award with your networks. Nominations must be sent by the State agency to the appropriate FNS Regional Office by **Friday, January 23, 2026**. Additionally, FNS will be hosting a webinar. Details below.

2025 Turnip the Beet Awards Informational Webinar [\[link\]](#)

- **Date:** Tuesday, December 9, 2025
- **Time:** 2:00pm EST

Important: There is no calendar invite. Please make a note of webinar link and scheduled date/time to join.

Please join us for an overview of the Turnip the Beet Awards for State agencies, Regional Offices, and sponsors. The session will cover alignment with USDA priorities, eligibility and award levels, the nomination and review process, and tips for submitting a strong nomination packet. Participants will also learn about available resources. More information can be found on the **Turnip the Beet webpage**.

USDA Foods Update



- Upcoming Missouri Commodity Foods Expos -

The Missouri Department of Elementary and Secondary Education (MO-DESE) is again partnering with Heart of America (HOA), the Kansas State Department of Education (KSDE), the St. Louis School Food & Nutrition Directors Association (SFNDA), and the Illinois State Board of Education (ISBE) to provide two Commodity Expos in conjunction with the HOA and SFNDA trade shows.

The Free event will begin with commodity food updates, information for the 26/27 SY, and classes for those new to the commodity program. There will also be other continuing

education classes and a networking reception the evening before each expo. The vendor showcases will feature processed commodity products and commercial products.

Please register for the event (or events) that you would like to attend.

PROGRAMMING	
Kansas City	St. Louis
Networking Reception Tuesday, February 3 • 5:00 - 7:00 PM	Networking Reception Monday, February 16 • 5:00 - 8:00 PM
HOA/KSDE/MO-DESE Commodity Expo and Vendor Showcase Wednesday, February 4	SFNDA/ISBE/MO-DESE Commodity Expo and Vendor Showcase Tuesday, February, 17
Classes 8:30 AM - 12:00 PM USDA Foods General Session Reducing Added Sugars Tilt Skillet Commodities 101 Common Food Safety Violations	Classes 8:30 AM - 12:00 PM USDA Foods General Session Illinois USDA Foods Session Management Style and Empowering Employees Tilt Skillet Commodities 101 Common Food Safety Violations
Vendor Showcase 11:00 AM-12:00 PM Directors Only 12:00 - 3:00 PM Open to All	Vendor Showcase 11:00 AM-12:00 PM Directors Only 12:00 - 3:00 PM Open to All

Kansas City – February 4, 2026 HOA/KSDE/MO-DESE Commodity Expo and Vendor Showcase

KCI Expo Center

11730 N Ambassador Dr, KC, MO 64153

[View on map](#)

[CLICK HERE to register for Kansas City 2026 HOA/KSDE/MO-DESE Commodity Expo and Vendor Showcase](#)

Kansas City discounted hotel room rates are available at Embassy Suites ([book here](#)).

Please also join us for a Networking Reception the night before:

Tuesday, February 3

5:00 - 7:00 PM at Embassy Suites - Airport

7640 NW Tiffany Springs Pkwy

Kansas City, MO

[View on Map](#)

St. Louis – February 17, 2026 SFNDA/ISBE/MO-DESE Commodity Expo and Vendor Showcase

Ameristar

1 Ameristar Blvd., St. Charles, MO

[View on map](#)

[CLICK HERE to register for ST. LOUIS 2026 SFNDA/ISBE/MO-DESE Commodity Expo and Vendor Showcase](#)

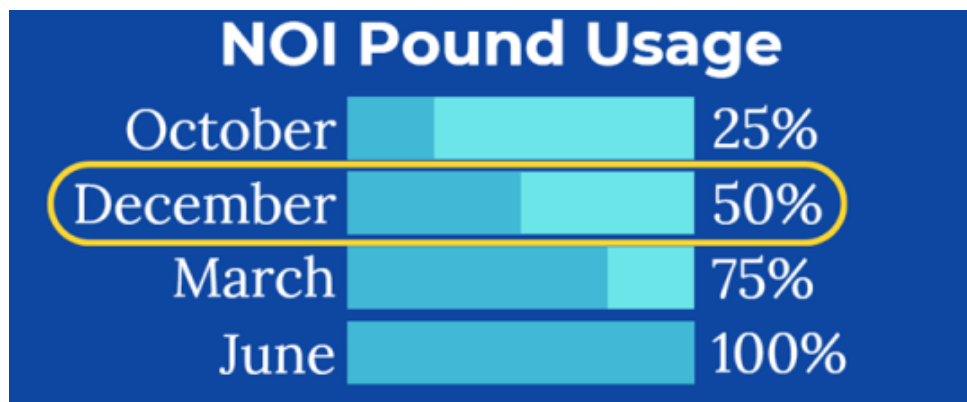
Discounted room rates are available at our host hotel, Ameristar ([book here](#)).

Please also join us for a Networking Reception the night before:

Monday, February 16

5:00 - 8:00 PM

RYSE Night Club at the Ameristar



- NOI Pound Usage -

Districts that have processed Net Off Invoice (NOI) pounds should review their current balances. We are about to move into December and approximately 50% of pounds allocated for the year should be used. Processors will be reaching out to districts that have used less than 50%. If your district has a plan to utilize all remaining pounds, please share that with them. If a district does not have a plan and does not think they will be able to utilize their remaining pounds, then please notify your processors. They will move the pounds back into our State account so they can be shared with a district that can use them. For districts that have used a majority of their pounds and could utilize additional pounds, please reach out to your processors. They will be able to provide bonus pounds as they are available.

- Funds Received to Help with Delivery Fees -

Due to changes beyond our control, there will be a delivery fee for all school districts that receive donated foods. All school districts will be responsible for a small delivery fee to receive direct delivery and Fee for Service (FFS) items. Beginning on October 1, 2025, public schools will be billed a **\$2.25** per case delivery fee by Gold Star Foods for Direct Delivery and Fee For Service items. Starting August 1, 2025, private schools will be billed **\$5.25** per case delivery fee by Gold Star Foods for Direct Delivery and Fee For Service items.

However, we received additional funding to help pay for most of these delivery fees. **All public-school and non-public districts' Gold Star Foods accounts will be credited for the estimated delivery fees.** This credit was calculated according to total Direct Delivery (DD) and Fee For Service (FFS) cases requested in the 2025-2026 USDA Food Packet for the period of October 1, 2025, through April 30, 2026. However, the delivery fee will remain in effect and your monthly invoice from Gold Star Foods will reflect the delivery charges as notified earlier in August. The additional allocated funds will be applied toward the DD and FFS delivery charge. Please check the Gold Star System (Invoice/Credit History) before sending payment for the delivery fees.

This credit does not take into consideration the Advertisement (Bonus) cases you have ordered. When the credit on your account has been exhausted, your district will be responsible for any delivery charges thereafter

- Cancellations, Delays and Substitutions -

While most of our direct delivery foods are being delivered as scheduled, we have some products that have been delayed or cancelled. If there are direct delivery items you requested on your packet, but have not received as scheduled, please consult the **Canceled/Delayed USDA Foods Direct Delivery Orders** page. If the item is not listed as cancelled or delayed, please reach out to our USDA Foods team at donatedfoods@dese.mo.gov.

- Bonus DoD Funds -

Bonus DoD dollars are very limited this year. If you would like to request Bonus DoD entitlement, please use the **DoD Funds Request Form** with the amount you would like to request. If and when we find that we have bonus DoD, we will fairly distribute the money to LEAs who have completed the request.

Past Newsletters

Missed a past newsletter or need to access them again? You can find them all on our **Food and Nutrition Services Newsletter** page!



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